

**DESIGNERS SECTION  
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,  
PROFESSIONAL ENGINEERS, DESIGNERS AND LAND SURVEYORS  
MINUTES  
MADISON, WISCONSIN  
JANUARY 20, 2000**

**PRESENT:** James Dorn, Donna Rozar (by teleconference until 10:06 a.m.), Dean Field (by teleconference beginning at 11:15 a.m.), Karen Kalishek

**EXCUSED:** Clint McCullough

**STAFF PRESENT:** Alfred Hall and Becky Fry

**CALL TO ORDER**

The meeting was called to order at 9:37 a.m. by James Dorn, Chair. A quorum of three members was present.

**AGENDA**

**MOTION:** Donna Rozar moved, seconded by Karen Kalishek, to adopt the agenda as published. Motion carried unanimously.

**MINUTES (9/23/99)**

James Dorn indicated that the last paragraph under Section Member Activity should read 40 years of employment "in the industry," rather than "with a company."

**MOTION:** Donna Rozar moved, seconded by Karen Kalishek, to approve the minutes as amended. Motion carried unanimously.

**ADMINISTRATIVE REPORT**

**Secretary Cummings's Report**

Secretary Cummings was unavailable to address the Section.

**Bureau Director's Report**

**Deputy Secretary Update**

Alfred Hall informed the Section that Deputy Secretary June Suhling has accepted a position with the U. S. Department of Labor as the workforce policy advisor to the U.S. Ambassador in Romania. For the next year her home will be Bucharest.

Alfred Hall addressed the renewal issue and indicated that the fee for all late renewals is now \$25.00. Mr. Hall indicated that because of the delayed budget approval, the department lost approximately half a million dollars in revenue.

## **Designers Section Roster (1/00)**

The Section received an updated roster. Alfred Hall advised Section members to indicate changes or corrections.

## **2000 Section Meeting Dates**

Alfred Hall stated that Jay Fernholz, a member of the Landscape Architect Section, encouraged attendance in person, rather than by teleconference for meetings and requested that the word “teleconference” be deleted from the AE Joint Board Meeting dates.

Noted.

## **Regulatory Digest**

Alfred Hall advised the Section that it is time for another Regulatory Digest to be drafted. Items to be included will be information on proposed legislation as well as the proposed Administrative Rules for information for credential holders, statistics on the number of credential holders, examination dates, information on frequently-asked questions involving plan stamping, and the use of terms as it relates to design-profession.

Donna Rozar suggested that ethics issues become a regular column in the Regulatory Digest.

Karen Kalishek raised the question of whether it is ethical to continue to advertise as a licensed professional if you haven’t renewed your license. This will be included in the Regulatory Digest also.

James Dorn will be the first point of contact in regards to proposed legislation, with Donna Rozar as the alternate.

## **To-Pass Folder**

The To-Pass Folder was circulated and duly noted.

## **LEGISLATIVE ISSUES UPDATE**

**Proposed Legislation to Reduce Permit Experience Requirement From Eight To Six Years, Repeal Obtaining a Permit By Experience Only, Proposed To Increase From Two Years To Three Years The Amount of Experience That An Applicant May Receive For Academic Work Without Graduation**

Noted.

## **ADMINISTRATIVE RULES UPDATE**

There was nothing to report at this time.

## **EXAMINATION ISSUES**

There was nothing to report at this time.

## **SECTION MEMBER ACTIVITY**

### **Election of Officers**

**MOTION:** Karen Kalishek moved, seconded by Donna Rozar, to unanimously nominate and re-elect James Dorn as chair. Motion carried unanimously.

**MOTION:** James Dorn moved, seconded by Karen Kalishek, to unanimously nominate and re-elect Donna Rozar as vice chair. Motion carried unanimously.

**MOTION:** Donna Rozar moved, seconded by Karen Kalishek, to unanimously nominate and re-elect Dean Field as secretary. Motion carried unanimously.

### **PRACTICE ISSUES**

There was nothing to report at this time.

### **MISCELLANEOUS CORRESPONDENCE/INFORMATION**

There was nothing to report at this time.

### **NEW BUSINESS**

The Section discussed the need for three signatures for application approval.

**MOTION:** Donna Rozar moved, seconded by Karen Kalishek, to require two signatures for application approval, after an opinion is received from Legal Counsel. Motion carried unanimously.

Wayne Austin, Legal Counsel, told Mr. Hall that it was up to the Section's discretion to designate how many signatures are required for application approval.

Karen Kalishek questioned whether a replacement has been found for Clint McCullough.

Alfred Hall indicated that a replacement has not been found, but the search is for a professional plumber to fill the Section position.

### **RECESS TO CLOSED SESSION**

**MOTION:** Donna Rozar moved, seconded by Karen Kalishek, to convene the meeting in Closed Session pursuant to sections 19.85(1)(a), (b) and (f), Wis. Stats., to consider the licensing or discipline of a person licensed by this section or the investigation of charges against such a person. Specifically, to discuss the issue of case status reports, case closings, examination issues, deliberations on stipulations that may be signed after

printing of the agenda and pending applications, Motion carried by a roll call vote: Karen Kalishek-yes; Donna Rozar-yes, James Dorn-yes.

Open Session recessed at 10:06 a.m.

### **CLOSED SESSION**

Dean Field joined the Section by teleconference at 11:15 a.m.. Donna Rozar was no longer available by teleconference after 10:06 a.m.

The Section received a copy of the Division of Enforcement Case Status Report.

Bruce R. Willman and Richard Jacobson appeared for class 1 hearings.

The Section deliberated on class 1 hearings and pending applications.

### **RECONVENE TO OPEN SESSION**

**MOTION:** Karen Kalishek moved, seconded by Dean Field, to reconvene to Open Session at 12:26 p.m. Motion carried unanimously.

### **VOTING ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION**

#### **APPLICATION REVIEW**

**MOTION:** Karen Kalishek moved, seconded by Dean Field, to approve the applications reviewed by the Section for permit as a Designer of Engineering Systems for Robert Cease, Robert Overman, Michael A. Guth, John M. Gerlach, William D. Kolodziej, Charles A. Statton, and William J. Skrzymowski. Motion carried unanimously.

**MOTION:** Karen Kalishek moved, seconded by Dean Field, to approve Jamie J. Sieren and Hannah Khatoon, to sit for the examination for permit as a Designer of Engineering Systems. Motion carried unanimously.

**MOTION:** Karen Kalishek moved, seconded by Dean Field, to delegate the authority to Dean Field, who has his permits in electrical systems and heating, ventilation and air conditioning systems (HVAC), to approve applications for Electrical Systems and HVAC. Motion carried unanimously.

The following applications were issued a credential, based on staff delegation.

#### **PERMIT AS A DESIGNER OF ENGINEERING SYSTEMS**

1. By Master Plumber Provision -- ss. 443.07(4), Stats.

a. Approved - 2

GARCIA, JOHN P JR  
WESLOW, SHAWN J

PLUMBER  
PLUMBER

## **CLASS 1 HEARINGS ON DENIED APPLICATIONS**

**MOTION:** Karen Kalishek moved, seconded by Dean Field, to deny the application for Bruce Willman, for registration as a Designer of Engineering Systems. Motion carried unanimously.

**MOTION:** Dean Field moved, seconded by Karen Kalishek, to approve the application for Richard D. Jacobson, for registration as a Designer of Engineering Systems. Motion carried unanimously.

## **SUCH OTHER ITEMS AS AUTHORIZED BY LAW**

Alfred Hall indicated that protocol for approval of candidates for examination and review of subsequent experience will be included in the next meeting agenda.

## **ADJOURNMENT**

**MOTION:** Dean Field moved, seconded by Karen Kalishek, to adjourn the meeting at 12:35 p.m. Motion carried unanimously.